

**PUBLIC UTILITY COMPANIES
ENCROACHMENT PERMIT - APPLICATION TO
EXCAVATE IN VACAVILLE PUBLIC RIGHT-OF-WAY**

Owner: _____
Applicant: _____
Contact Info: _____

PERMIT NO. _____
Date: _____

Permission is hereby requested to perform construction work at Street Address/Location (Attach Drawing of Work Location): _____

Work Description: _____

Date work to be started: _____

Date work to be completed: _____

Pavement Type: _____

We agree to comply with the current City of Vacaville ("City") Standard Specifications and details, City ordinances and requirements, and **THE RULES AND REGULATIONS AS STATED ON THE REVERSE SIDE OF THIS PERMIT** including rules and regulations regarding automatic liquidated damages for not fulfilling the notification requirement as stated below under **SPECIAL CONDITIONS**.

APPLICANT'S SIGNATURE: _____ DATE: _____

****THE REQUESTED PERMIT IS HEREBY GRANTED AS CONDITIONED****

PERMIT GRANTED: _____ EXPIRES: _____ BY: _____

SPECIAL CONDITIONS: Applicant must notify the City of Vacaville Public Works Department not less than 24 hours in advance of performing any construction work by emailing the Public Works Construction Inspection email at PUBLICWORKS_INSPECTIONREQUEST@CITYOFVACAVILLE.COM

(TO BE COMPLETED BY CITY)

PERMIT FEE SCHEDULE: The City will invoice the utility company at the current rate of \$ _____ as approved by the City Council for the issuing of the encroachment permit.

INSPECTION FEE SCHEDULE: The City will invoice the utility company at the current rate of \$ _____ per hour as approved by the City Council for the inspection of the utility company's work within the public right-of-way.

PERMIT/PLAN CHECK FEE: \$ _____ .
INSPECTION FEE: AT \$ _____ /HOUR x _____ HOUR(S) = \$ _____
TRAFFIC CONTROL PLAN: \$ _____ .
AUTOMATIC LIQUIDATED DAMAGES IF APPLICABLE: \$500.00.
TOTAL CHARGES: \$ _____ .

Date Application & Plans Submitted: _____ .
Office Review By: _____ .
Inspected By: _____ .
Work Accepted: _____ .
Comments: _____ .

**PUBLIC UTILITY COMPANIES
GENERAL PERMIT RULES AND REGULATIONS**

1. Temporary surfacing of asphalt concrete cut back shall be placed the same day as backfilling is completed.
2. Barricades must be kept on all trenches, excavations, and obstructions. Lights must be maintained at night. All warning and safety devices shall conform to the current manual of warning signs, lights and other devices for use in performance of work upon highways, as issued by the State of California Department of Transportation.
3. Access to fire hydrants shall be maintained at all times. Access to adjacent property shall be provided.
4. The use of flagmen is mandatory where the one, two-way vehicular traffic has less than twenty-four feet width in which to pass; or, (2) where vehicular traffic must pass to the left of dividing islands in passing the site of the encroachment. Closing of streets requires the approval of the Director of Public Works.
5. Applicants must obtain all other permits required by other public or private agencies or individuals necessary in order to perform the intended work. If this provision is not complied with, this permit shall be null and void. It shall be the responsibility of the applicant to notify USA and any other utility companies including cable TV before starting any construction that may involve their underground or overhead facilities.
6. Applicant shall indemnify and save harmless the City of Vacaville, its officers and agents, from all suits or actions of every name and description, brought for, or on account of any injuries or damages received or sustained by any person or persons, by or from the applicant, his servants or agents, in the construction of the work or by or in consequence of any negligence in guarding the same, or for improper materials used in its construction.
7. The Applicant is responsible for the maintenance and repair of encroachment for a period of two years after acceptance by the City.
8. The Applicant acknowledges that the actual damages likely to result from breach of this permit are difficult to ascertain and may be difficult for the City to prove in the event of a breach. Therefore, the parties intend that the payment of liquidated damages as specified above would serve to reasonably compensate City for City's actual damages sustained, and not as a penalty, due to any breach by Applicant of its obligations under this permit. Applicant admits liability for breach of this permit if it fails to comply with any portion of this permit, including but not limited to, the Special Conditions set forth above. Applicant agrees to pay all costs if any portion of this permit is not complied with and if the City is required to perform any maintenance or safety measures. *Furthermore, the Applicant agrees that the liquidated damages specified above is automatic, and without any reservations or protest, and in favor of the City when Applicant fails to notify the Public Works Department as stated in the Special Conditions above. Applicant agrees to pay the liquidated damages for each incident of material breach of the Special Conditions set forth above.*
9. *Notify Public Works Inspectors prior to 7:00 a.m. each day work is to be performed.*
10. *Email inspection requests to: PUBLICWORKS_INSPECTIONREQUEST@CITYOFVACAVILLE.COM*
11. *The following information needs to be provided in the email for inspection requests:*
 - Project Name:*
 - Project Location:*
 - Encroachment Permit # (if applicable):*
 - Contact Name:*
 - Contact Phone Number:*
 - Type of Inspection Requested:*
 - Time of Inspection:*